



## **ADMISSIONS POLICY**

Brookfield is an accelerated school. Prospective students must demonstrate strong academic ability and present a past record of scholastic achievement to be considered for admission. Admission is also based on an assessment of the student's interests, talents, character, enthusiasm for learning, and motivation.

Brookfield School admits students without regard to race, religion, color, national or ethnic origin, sex, or physical handicap to all rights and privileges, programs, and activities available to students.

## **PROCEDURES FOR APPLYING TO BROOKFIELD SCHOOL**

1. Complete the application and return it to the school. Please attach a picture of your child to the application. Apply early if you want consideration for a place at Brookfield. We may not have places available in certain grades, but will maintain a waiting list of qualified applicants. Please give your child's current teacher the teacher recommendation form and a stamped envelope. This form is to be mailed directly to Brookfield School by the teacher.
2. If applicable, attach a copy of your child's standardized test scores for the two prior school years with the application.
3. If you wish to apply for reduced tuition, please request a financial aid packet *before* your child's admissions interview/test. Note the fees for financial aid applicants and be sure that you can agree to the school service requirements in the packet.
4. Make an appointment for an admissions interview/placement test administered by the school principal. New families should note that siblings of current students and children currently enrolled in the Brookfield Preschool are given first priority for available places in the class, but all applicants must qualify for acceptance through the interview/placement test process.
5. Open enrollment for new applicants begins February 16<sup>th</sup>. New students may be accepted to Brookfield at any time of year, so long as space is available in the class.
6. There is a \$100.00 assessment fee due and payable by check to Brookfield School at the time of your interview/placement test appointment. This fee is not deposited if your child is not accepted for academic reasons. Financial aid applicants may pay half of the assessment fee before testing and the remaining half when the financial aid packet is submitted.
7. Some children demonstrate high aptitude and enthusiasm for learning, but may not have the foundational skillsets necessary to enter Brookfield at grade level due to the high expectations and accelerated nature of our program. New students are placed based on performance level and social maturity, and not necessarily on the child's age, birthdate, or previous grade level.
8. If your child is accepted to Brookfield School, a Letter of Acceptance and Reservation Agreement will be mailed to you. Students who are applying during the school year may be invited to come to spend a day or two as our guest at the suggested grade level prior to official acceptance.
9. The student is not enrolled at Brookfield until the Registration Agreement is fully executed, and a \$500 tuition deposit and \$50 registration fee have been received. These fees are non-refundable. The tuition deposit is applied toward the total tuition due for the school year. Late registrations received after the due date indicated on the Letter of Acceptance will incur an increase in tuition of \$1,000 for the year if there is still a place available in the class.



**BROOKFIELD SCHOOL**  
**6115 Riverside Blvd.**  
**Sacramento, CA 95831**  
**(916) 442-1255**

**ADMISSIONS APPLICATION FOR THE \_\_\_\_\_ SCHOOL YEAR**

Student's last name \_\_\_\_\_ First Name \_\_\_\_\_ Middle \_\_\_\_\_

Prefers to be called \_\_\_\_\_ Age \_\_\_\_\_ Date of Birth \_\_\_\_/\_\_\_\_/\_\_\_\_

Primary home address \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_

Student lives with

- Both parents, full time
- Shared Custody, both parents
- Single parent
- Other \_\_\_\_\_

Child's Primary Language \_\_\_\_\_

Other Language(s) spoken in the home \_\_\_\_\_

Does your child have any special needs? (Include dietary, allergies, medications, learning differences, and vision/hearing)

- No
- Yes, (please list)  
\_\_\_\_\_  
\_\_\_\_\_

How many schools has your child previously attended? (Include preschools for Pre-first applicants.)

- 0-1
- 2
- 3 or more

Last school attended \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_

Type of School

- Private Religious or Independent
- Public or Charter School
- Other \_\_\_\_\_

Last Grade Level Completed \_\_\_\_\_ Special Programs (GATE, RL, Language immersion, etc.) \_\_\_\_\_

Has your child had French instruction at school? \_\_\_\_\_ Has your child had Spanish instruction at school? \_\_\_\_\_

**Family Information**

Names and ages of applicant's siblings:

1. \_\_\_\_\_ Age \_\_\_\_\_      3. \_\_\_\_\_ Age \_\_\_\_\_  
2. \_\_\_\_\_ Age \_\_\_\_\_      4. \_\_\_\_\_ Age \_\_\_\_\_

**Parent/Guardian Information**

Last name \_\_\_\_\_ First Name \_\_\_\_\_

- Mother
- Father
- Other \_\_\_\_\_

Preferred Email address for teacher/school communication \_\_\_\_\_

Home Address \_\_\_\_\_ City \_\_\_\_\_ Zip code \_\_\_\_\_

Primary Phone Number (\_\_\_\_\_) \_\_\_\_\_

Secondary Phone Number (\_\_\_\_\_) \_\_\_\_\_

Occupation \_\_\_\_\_

Last name \_\_\_\_\_ First Name \_\_\_\_\_

- Mother
- Father
- Other \_\_\_\_\_

Preferred Email address for teacher/school communication \_\_\_\_\_

Home Address \_\_\_\_\_ City \_\_\_\_\_ Zip code \_\_\_\_\_

Primary Phone Number (\_\_\_\_\_) \_\_\_\_\_

Secondary Phone Number (\_\_\_\_\_) \_\_\_\_\_

Occupation \_\_\_\_\_

**Other Care Providers**

Does someone other than the custodial parent(s) care for your child at home?

- No
- Yes (Please describe below)

\_\_\_\_\_

**Additional Information**

How did you hear about Brookfield School? Please check all that apply.

- Brookfield Legacy: The applicant’s parent or close relative is a Brookfield alumnus
- Parent of former Brookfield graduate recommended the school
- Parent of a current Brookfield student recommended the school  
Name of person(s) \_\_\_\_\_
- Family, Friend, or Colleague Recommendation
- Internet Search
- Radio Advertising
- Television Advertising
- Print Advertising
- Drive by/Live near school
- Other \_\_\_\_\_

What have you heard from these sources that interests you the most about our school?

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What concerns/questions do you have about our school?

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What other school(s) have you applied to or are you considering at this time?

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List your child’s special interests and talents.

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List your child’s extra-curricular activities

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Would you like information about our Financial Aid Program?

- No
- Yes

***Please attach a copy of the student’s most recent report card with comments and mail to:  
Brookfield School, 6115 Riverside Blvd., Sacramento, CA 95831***

**TEACHER RECOMMENDATION FORM: *Confidential, please do not give to parent.***

**Student Name** \_\_\_\_\_

**Your Name** \_\_\_\_\_

How long have you known this student? \_\_\_\_\_

What is your relationship to the student?

- Homeroom teacher     Other Teacher/Specialist     Administrator

Type of School:    Pre-school    Public    Charter    Private Religious    Private Independent    Other \_\_\_\_\_

Special program(s) or services the student participates in (GATE, Waldorf, Montessori, IEPs, etc.)

\_\_\_\_\_

What are the student's greatest strengths? \_\_\_\_\_

\_\_\_\_\_

What are the student's biggest challenges? \_\_\_\_\_

\_\_\_\_\_

Rate the student's general academic performance in comparison to the peer group:

- Top 5<sup>th</sup> percent of class  
 Above Average  
 Average  
 Below Average

Rate the student's general behavior in comparison to the peer group:

- Excellent Behavior  
 Above Average  
 Average  
 Needs Frequent Redirection (specify) \_\_\_\_\_

Student Attendance Record:

- |  |   |
|--|---|
| <input type="checkbox"/> Excellent Attendance      | <input type="checkbox"/> Never/rarely Late for School |
| <input type="checkbox"/> Average Attendance Record | <input type="checkbox"/> Occasionally Late for School |
| <input type="checkbox"/> Frequently Absent         | <input type="checkbox"/> Frequently Late for School   |

Additional Comments:

\_\_\_\_\_

\_\_\_\_\_

